

There are many options available for project management training based on accessible funding. These options have been divided into a no cost alternative, a low cost alternative, and a higher cost alternative. We are also incorporating training into the PM Certification Program, which is currently in the process of being developed (see below).

QuickKnowledge PM Courses

... is a new knowledge resource available to State of Michigan employees. These include a variety of short, free on-line courses that can be accessed by logging on to a particular website, either at work or at home. Each course takes approximately 30 to 40 minutes to complete.

The following courses are recommended for those employees interested in project management training.

- Managing Projects for the State of Michigan
- Building a Successful Team
- Leading Effective Teams
- Applying Leadership Basics
- Becoming an Effective Team Member
- Solving Problems as a Team
- Leading Effective Team Meetings
- Providing Effective Feedback
- Basics of Effective Communications
- Presentation Skills
- Time Management
- Understanding and Using Contracts

To obtain access to these free courses through the Department of Civil Services, log onto: <http://www.state.mi.us/mdcs/training/eLearn.htm>. Sign-up as a New e-Learner and go through the steps.

Comprehensive Project Management Training

The comprehensive project management training includes the free training referenced above in addition to the Project Management Concepts class offered by the Department of Civil Service.

The [Project Management Concepts course](#) presents and explains project management concepts, methods, and techniques. It is designed to introduce participants to the basic concepts and tools which must be employed to successfully manage projects. This class is the first of a series of programs designed for staff who have project management responsibilities, manage vendor contracts, or are interested in receiving a general introduction to formal project management. This two-day course costs \$350. To check for the next class, look at the [Civil Service schedule](#) and scroll down to Project Management.

Specific Project Management Training

The specific project management training includes the comprehensive project management training plus various project management classes offered by ESI including a Certificate in Project Management. These courses are offered through the Department of Civil Service (<http://www.state.mi.us/mdcs/asp/HRTDTrain/ByCategory.asp>). These courses vary in length and cost and include classes such as:

- [Project Management Applications](#)
- [Risk Management](#)
- [Contracting for Project Managers](#)
- [Financial Management for Project Managers](#)
- [Scheduling and Cost Control](#)

The classes for this training are tailored for the specific needs of the project manager interested in further his/her education in project management.

PM Certification Program

The Department of Information Technology is in the process of developing a Project Management Certification Program. This program, when completed, will be comprised of three levels: Novice, Intermediate, and Advanced.

The **PM Novice Certification Program** was launched in November 2003, and has had over 180 applicants and over 35 people certified as of March 2004. This program is currently free, and is made up of several QuickKnowledge courses and an 8-hour classroom session on the basics of project management and an introduction to the State of Michigan's PMM Express.

The **PM Intermediate Certification Program** is currently under development with a scheduled launch date of June 2004.

The **PM Advanced Certification Program** will be developed in the late 2004 / early 2005 timeframe.

For more information on the Project Management Certification Program, contact DIT-ProjectManagement@michigan.gov.